

Office Memorandum • UNITED STATES GOVERNMENT

DATE: 9 Oct 56

SUBJECT: Weekly Activities Report #41

None to report.

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2. Mr. Pierre de Lespinois, Director of Training at Lackland AFB, visited the School to observe the lab. We took the occasion to inquire extensively into the nature of their language program. He suggested an exchange of visits by [] and his senior technician.

3. [] have discussed intensifying useful collaboration in development of the Language Proficiency Testing Program.

4. [] have agreed each to provide a briefing to all professional staff under the other on the activities of his component. This proposal is regarded by us as a highly useful activity.

5. Courses initiated during the week include:

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25 YEAR RE-REVIEW

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6. [] have discussed and generally agreed on proper reaction to the DDP comments on the Language Development Program.

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7. [] has surveyed LAS space in Quarters Eye with a view to adjusting to relieve congestion. With recovery of two rooms loaned to FE for the summer, present space can accommodate all current and scheduled activities, but will not accommodate any more intensive courses.

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8. At the suggestion of [] of EE, [] met with [] to discuss and determine next steps in implementing plan for development of the directed language study program in []. [] recommends that LAS send an officer for about two months to [] to become fully familiar with the situation as it would influence the type of program to be initiated. [] will discuss the entire project during his present trip to [].

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9. [] met with [] to discuss processing of internal training requests. [] are developing a procedure that it is hoped will be regular and satisfactory.

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10. Twenty-one students were enrolled for the ORR course in Handling Quantitative Data and attended the first meeting on 9 October conducted in AD/ORR's conference room. Most of the students are GS-9, -11, and -12 analysts; additionally, there are two GS-14's, one Colonel, one GS-13 and two GS-5's enrolled. One of the latter has had a basic course in statistics but none of the others have.

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11. The continued unavailability of [] technical skill, coupled with an increasing need for copies of tapes to support our internal classes in several locations has served to emphasize the desirability of procuring a tape duplicator at an early opportunity.

12. The week's trip taken by the Intensive German class was completed on Saturday. It was the unanimous opinion of the instructors and students that the intensive practice in the use of the language was extremely beneficial. [] will report personally to the Director of Training on the project.

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13. [] met on Friday with [] of Procurement and representatives of Reed Research, Inc. concerning bids for new dual-track machines for the Language Laboratory. It now appears to be possible that machines of equal quality to the Ampex 6000 can be furnished at a lower cost by Reed Research, Inc.

14. The OTR BULLETIN just isn't being seen to the extent anticipated! An informal inquiry by the instructor in one of our area courses revealed that very few of the students had ever seen the BULLETIN.

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15. Many of the nearly 600 color slides resulting from [] trip will be of direct use in the area courses. Approximately one-third of the total are applicable to the Americans in [] course, which will be run again the week of 22 October. Some of these are interior and exterior shots of the latest Agency housing availabilities in [] and [] Other shots will be blown up to 36" x 24" in black and white for display in the Americans in [] classroom in order to help generate a feeling for the area. [] considers that the Exacta Varex which he borrowed from the Agency for this purpose gave him excellent service.

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16. In addition to the Integrated Language and Area Programs now under way for [] two additional ones will be added next June, one for []

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17. [] plans to take a course on [] language, Thursday evenings, being given by [] at the Georgetown Institute of Languages and Linguistics. The course should help [] maintain the level of fluency [] which he reached during the summer and should also provide useful tips for the prospective Integrated Language and Area Program for []

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18. The [] Reader has been very favorably received. [] TLO/ORR, requested 20 copies to be distributed to their personnel desirous of improving their reading ability. The FSI's language school, which received 12 copies through our instructional materials exchange program, reports through [], that the students like, particularly, the format and large print of the Reader.

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19. [], TLO/OCR, has been discussing plans for a special Russian reading course for Biographics Register and Industrial Register personnel.

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20. During the past week, the language laboratory was used for a total of [] hours by [] students.

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